

Minutes of the NLETS Management Group meeting: 16 March 2007

Present: Woody (Chair), Henu (Vice Chair), Elizabeth (Treasurer), Sue (Secretary), Helen (Office Co-ordinator), Mary F.

1. Apologies : Andy, Rebecca, Mamta, Precious, Martini,

2. Minutes of meeting on 11 January were approved.
Minutes of Annual General Meeting 11 February were noted.

3. Matters Arising

- 3.1 Woody agreed to forward Tony Picanco's email about starting an East London LETS to Mary for attention of LETSLINK.
- 3.2 Elizabeth is to open a deposit account
- 3.3 Café - Elizabeth will prepare café accounts with Alex for discussion at the next meeting in order to decide on future action.
- 3.4 Helen and Henu will meet as agreed to produce guidance on personal attacks.

4. Office Report

Helen tabled her written office report: ·

- Problems with the telephone were described. Helen is looking into this. ·
- Helen asked Elizabeth to take a note to next Centre Development Group meeting about problems we are experiencing with post.
- Our landlord has an IT person who will be contacted to help with broadband. Alan Newman also offered to help.
- Helen suggested she and Elizabeth find a better way to co-ordinate.
- Members with commitment over 500 - Helen read out the standard letter we agreed to send in such cases. She has sent out 4 and will now send the remaining two. One had replied.
- Role of Office Co-ordinator. Helen reported that Rebecca had spoken to Milca who has decided she cannot undertake the role. Helen will now advertise for a jobshare.
- Helen is in the process of updating the pledge balances, including attendance of MG members at meetings.
- There had been confusion over messages from new members wishing to attend intro meetings. One attended when the meeting did not take place. One attended a meeting and joined.
- New members will be asked to use A5 envelopes which cost less postage. Surcharges had been imposed.
- Helen may be away mid- April to early May.

Mary suggested some jobs could be done by members off-site as happens with other LETS groups which do not have an office. She felt members could take on specific roles and report back on what they have done. Helen said she had members offering to help but had not called on them as this caused more confusion. Mary said LETSLINK London had a hosted brochure website (not interactive) which we could utilise. Someone could monitor this website off-site.

She undertook to put our minutes on the site.

Woody said we need two people to run the intro meetings. Meetings could include a group discussion. In Camden monthly intro meetings take place in peoples, homes and include trading. Elizabeth was willing to host a meeting like this.

5. Proposed mail-out and directory deadlines

Rebecca had sent a letter suggesting the following: (transcribed from handwritten note)

Mail out to members -deadline: to go out no later than Friday 13.4.07: to contain:

1. deadline for all directory entries :Tue 8.5.07 - any new /changed/ offers/ wants - if you do not want to be in the directory let us know - any personal details changes - outstanding subs renewals
2. any changes in MC/NLLETS policies / decisions
3. any up coming events (NLLETS, socials, Workers Beer, wider green events)
4. guidelines for emails / contacting members
5. invitations to MC meetings / discussion groups (e.g. on internet / email)
6. request for help e.g. office co-ordinator / jobshare

Deadlines for office / MC

- mailout to members by 13.4.07 Ø
- all data input by 4.6.07 (Monday)
- proof reading 4/5/6.07
- printers LBI 6.6.07 (Wednesday)
- compilation team at LBI 13.6.07 (Wednesday)
- summer solstice directory to arrive at members, home 15.6.07

These dates were agreed by the Management Group

6. Finance Report.

Elizabeth reported that our cash balance was reducing as we have already received our major income. She has letters for the 3 new signatories about the ID requirements.

She has received Henu's ID and will leave the other letters in the office.

Elizabeth reported that she can only carry on as Treasurer for 6 months -until September - when she starts a course.

7. LETSLINK London I.T. system.

Mary informed the meeting that LETSLINK London had been working on a system since last January. Under this system every member has a profile page with a slot for picture and description of offers and wants which is easily changeable. The system is private to members who have a keyword. It could be used as an addition to a local LETS group and individuals could take out a London wide or local only account.

8. Future Events

Islington Music Forum - Step Up programme - Sat 24 Mar at Union Chapel Studio - 6pm.

Sustainable Haringey Conference - Sat 31 Mar 1pm to 5pm. at Wood Green Library, Wood Green High Road, N22

Camden Green Fair - Sunday 03 June. We may combine with London LETS stand. Helen and Woody willing to participate.

London Sustainable Weeks - June 03 to 22. Agreed to hold an open event on date of our Trading Day - Saturday 09 June. Woody suggested a Free School as well as trading. Members invited to provide a half-hour lesson. Elizabeth is willing to do a poetry workshop and "make a manifesto" session. We need someone to organise this event.

9. Future NLLETS meetings.

Thurs 10 May Management Group meeting at 6.30pm

Sat 09 June Trading Day and Social (see 8 above - London Sustainable Weeks)